



DATE: September 3, 2013

AGENDA ITEM # 7

TO: Library Commission
FROM: Peggy Ford, Staff Liaison
SUBJECT: Staff Report

RECOMMENDATION:

Receive staff report

BACKGROUND

Library Commission FY 2013/14 Work Plan

DISCUSSION

Update of the Work Plan should be given to staff. Work Plans will be placed on the agenda only if there is an action item.

Attachments:

- A. Library Commission Work Plan
- B. The Whipple collection: A Power Point Presentation
- C. Community Librarian Report

**LIBRARY COMMISSION
2013/14 Work Plan**

Goal	Projects	Assignments	Target Date	Status
<p>1. Increase awareness of the Santa Clara County Library District vision and services to Los Altos and Los Altos Hills residents and city councils.</p>	<p>Inform City Councils about library services, issues, events, etc.</p> <p>Identify, attend, and present library services to attendees at special events and with civic and local organizations and groups.</p>	<p>Create a series of 2-3 minute library-related highlights which can be presented at City Council meetings. Topics can include: Library overview (use new District 2-minute video); technology tools available at the libraries; special collections including the Whipple Collection and the Planetree Health Library; upcoming parcel tax election, Friends of the Library contributions (financial and other), etc. Goal: present at least 8 highlights during 2013-2014</p> <p>1. Identify civic, student, educational, volunteer, etc. groups to meet and reach out to their membership or circle of influence, connecting with residents who do not have library cards or have not used their cards within the last two years. Emphasize, when relevant, clusters of residents identified as "Borrowers," "Free Agents," "Kids' Sake," and "Those Who Read Together" as defined by</p>	<p>To be completed by December 2013 with sub-sections completed throughout the year.</p> <p>To be completed by December 2013</p> <p>Youth Commission task added at June 2013 meeting</p>	<p>April 2013: Assigned to Commissioners Poulos and Davis and Librarian Jane Crockhite. June 2013: Commissioner Davis presented and demonstrated two 2-min presentations to the Commission. Agreed to create two more in the next several weeks. Commissioner Davis will present one to the City Council soon.</p> <p>April 2013: Assigned to Commissioners Hill and Perga, assisted by Jane Cronkite. May 2013: Jane Cronkite provided list of local organizations June 2013: Jane Cronkite is scheduling meetings with groups; will present to City Council in late</p>

		<p>the Orange Report.</p> <ol style="list-style-type: none"> Rank organizations and make initial contact with the top 3, scheduling a short presentation/introduction to the three groups Meet with the Youth Commission to explore what they like and don't like about library services 		<p>June (completed – Commissioners Davis, Struthers and Hill were in audience)</p> <p>June 2013: Librarian Jane Cronkrite, Commissioners Struthers and XXX participated in Los Altos Hills' annual picnic (bookmobile was a big hit again)</p>
<p>2. Increase Library membership</p>	<p>Create a campaign to introduce library resources and services to schools in our area</p>	<ol style="list-style-type: none"> Create a plan to meet with students and teachers that involves at least one participant activity (storytelling, book-making, Authors Day, etc. Pilot plan with at least one school 	<p>To be completed by February 2014</p> <p>Sent letter May 7, subsequent</p>	<p>April 2013. Assigned to Commissioners Cavanagh Clarke and Davis, assisted by Librarian Jane Cronkrite.</p>

		<p>3. Evaluate pilot to determine next steps</p>	<p>communication with appropriate school officials</p>	<p>May 2013: Commissioners Davis and Cavanagh Clarke drafted and sent letter to school district superintendent; received positive response and will follow up</p> <p>June 2013: Commissioner Davis presented plan to create a storytelling workshop in partnership with the library, Linden Tree Bookstore and other organizations</p>
			<p>To be completed in 2014 (month to be confirmed)</p>	<p>June 2013: Commissioners Davis presented her plan and discussed the steps already taken. There is a lot of enthusiasm for this concept; an initial date in 2014 has been selected; Commissioner Davis is creating a working group to develop the storytelling workshop.</p>
		<ul style="list-style-type: none"> - Update Santa Clara County Library District calendar of Commission meetings - Majority of Commissioners attend at least one other library commission 	<p>To be completed March 2013</p> <p>To be completed February 2014</p>	<p>March 2013: Commissioner Hill updated the list</p> <p>June 2013: Commissioner Hill</p>
<p>3. Work to ensure that the Library's policies,</p>		<p>Stay informed about library issues through membership in and interaction with relevant groups and</p>		

<p>facilities and resources meet the needs of the community</p>	<p>attendance at events such as the Annual Commissioners and Friends Forum, CPLA workshops and meetings with other County Library Commissioners, and other Los Altos Commissions</p>	<p>meeting within our District - Attend other Los Altos Commission meetings when appropriate</p>		<p>attended Los Altos Finance Commission meeting</p>
<p>Monitor the progress of the City Master Plan and/or any other planning process that would impact the library and/or Friends of the Library and provide insights and comments as appropriate to City Council.</p>	<p>Accept reports and updates from the Friends of the Library</p>	<p>Ongoing</p>	<p>All</p>	<p>June 2013: Accepted report from Karen Duncan, Prime Time, Alternative Library Management and Operating Costs</p>
<p>Monitor the changes of interior library signage.</p>	<p>Ongoing</p>	<p>Judie Suelze</p>		

Attachment B

The Whipple Collection: A PowerPoint Presentation

by Enid Davis, M.L.S.

Library Commissioner

August 15, 2013

Slide #1: Hello. My name is _____ and I live on _____ in Los Altos (Hills). As a Library Commissioner, I will introduce a library resource produced by The Great Courses company.

Slide #2: What's this? Can you really get a university degree at the Los Altos Library? In a manner of speaking, yes you can.

Slide #3: Money bequeathed by Los Altos Hills' resident , Virginia Whipple, enabled the purchase of a collection of college courses free to our library patrons. There exists over 800 courses in publication now, and new releases are purchased each year. We provide it all.

Slide #4: This is a general outline of the variety of courses available from The Great Courses.

Slide #5: Professors are carefully selected for their knowledge and communication skills.

Slide #6: Each course contains a DVD and a text guide. This is one of the many American studies courses.

Slide #7: Ms. Whipple bequeathed \$2.8 million dollars to our library after her death in 2004. She is the largest star in the Library's sky of generous contributors.

Slide #8: The collection circulated over 5,000 times last year.

Slide #9: The Los Altos Library is proud to offer this fantastic opportunity for life-long learning!

The end.

Introducing a Fabulous Library Resource

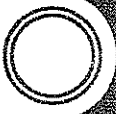


•The Great COURSES

Formerly, The Teaching
Company



University of California – Los Altos ?

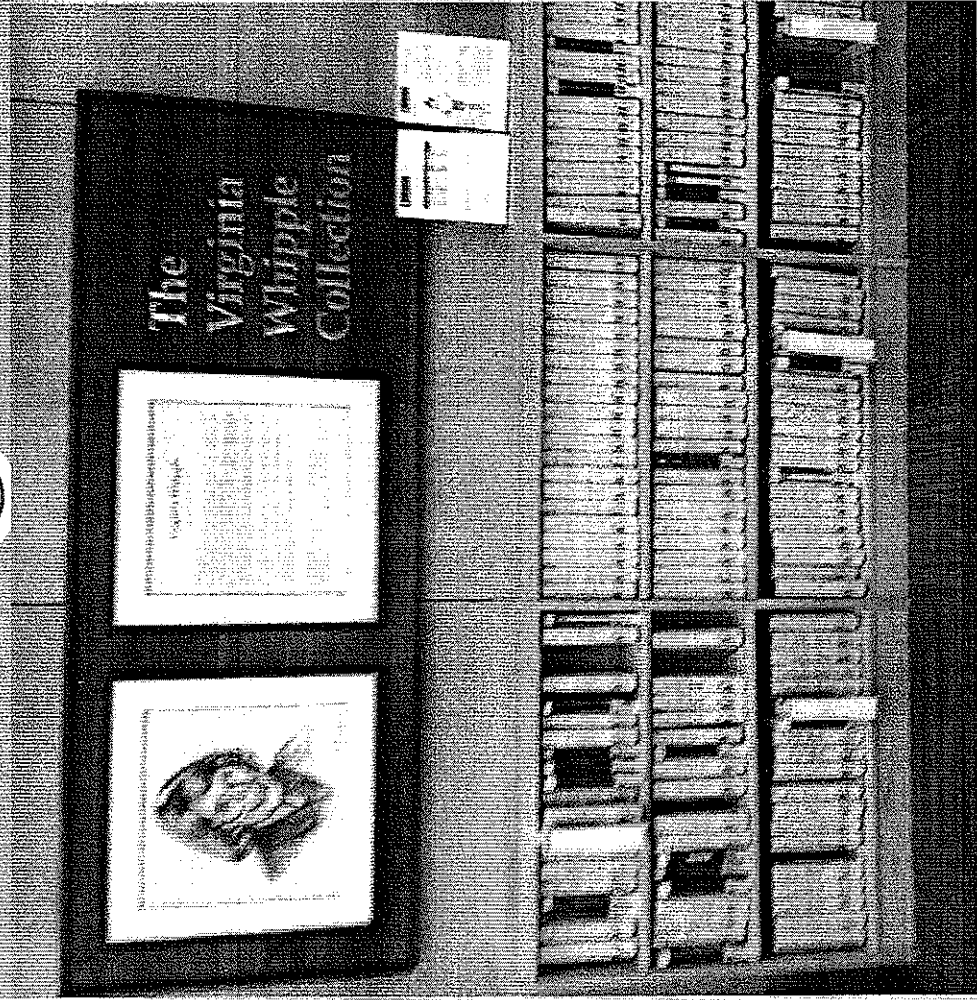


Berkeley Campus - Expensive! Hard
to get in

Los Altos Library Campus –
Free! Everyone welcome



The Great Courses Grand Offerings



Courses by Topic



- **Science & Mathematics**
 - Astronomy, Physics, Biology, Earth Science, History of Science, Social Science
- **History**
 - Classical World, American History, Other Modern History, Other Ancient History, Medieval History, Medieval History, Renaissance & Early Modern, and Civilization & Culture
- **Fine Arts & Music**
 - Art History and Music
- **Religion & Theology**
 - Christianity, Judaism, and General
- **Philosophy & Intellectual History**
 - Ancient Philosophy, Medieval and Religious Philosophy, Modern Philosophy, Understanding the Mind, and Intellectual History
- **Literature & English Language**
 - English Literature, Other Literature, and Linguistics
- **Business & Economics**
 - Investments, banking, Capitalism, more
- **Better Living**
 - Photography, Cooking, Mindfulness, more
- **Professional**
 - Communication skills, storytelling, communication skills, thinking skills, more
- **High School Courses**
 - Math, Chemistry, History